

Open Recruitment/Transfer Opportunity



AIR QUALITY ENGINEER I/II

I-Level Approx. \$65,115 - \$79,148 Annual Salary
II-Level Approx. \$71,789 - \$87,260 Annual Salary
Plus \$1,308.63 Monthly Allowance for Health Insurance
District-paid 2% @ 55 CalPERS Retirement Plan

Opens: December 19, 2006 (Closes: January 9, 2007) Extended to: February 8, 2007

The Bay Area Air Quality Management District is currently recruiting for the position of Air Quality Engineer I/II in the Engineering Division. There are currently *three (3) vacancies*; one (1) in the Engineering Projects Section and two (2) in the Permit Evaluation Section. **Be advised that, with promotional recruitments ongoing in the Engineering Division, the District may use this recruitment process to fill journey-level Engineer vacancies in other sections where future vacancies occur.** In other words, you may wish to apply during this recruitment even though you are not interested in the current vacancies. These are full-time represented positions.

Under direction, this position will review and evaluate permit applications, including calculation of emission rates and permit fees; screen and process annual data updates for permits; respond to industry, public and District inquiries regarding regulation interpretation, permit preparation, various compliance measures and emission calculation methods; performs related work as assigned.

EXAMPLES OF DUTIES FOR THIS POSITION

- **Reviews and evaluates permit applications, including calculating emission rates and permit fees, determines compliance or non-compliance with air quality regulations, determines and recommends best available control technology, defines permit conditions; recommends approval or denial of permit applications; and screens and processes annual data updates for permits.**
- **Responds to industry, public and District inquiries regarding regulation interpretation, permit preparation, various compliance measures and emission calculation methods in person, by telephone and in writing.**
- Participates in calculating, reviewing and correcting the emissions inventory; evaluates accuracy of source emission calculations and methodologies.
- Conducts on-site compliance inspections of sources and abatement devices; evaluates compliance and recommends enforcement actions.
- Develops and recommends revisions to District procedures and regulations.
- Makes engineering calculations, enters and retrieves data and monitors and corrects data entry; investigates and corrects errors in the data bank.
- Reviews permit and enforcement files to prepare materials and responses for variance requests, violation notices and case summaries and hearing board referrals; recommends appropriate actions; may testify on behalf of the District.
- Calculates toxic emissions.
- Conducts environmental audits, compliance inspections and source tests; evaluates results and recommends appropriate actions, including violation notices.
- May coordinate assigned engineering projects.

MINIMUM QUALIFICATIONS

Air Quality Engineer I: Equivalent to graduation from a four year college or university with major coursework in environmental, chemical, mechanical or petroleum engineering or a closely related field and two years of experience in mechanical, industrial, chemical, petroleum or related process engineering.

Air Quality Engineer II: In addition to the above, two years of air quality environmental engineering experience.

(Additional information on reverse-side – Also visit www.baaqmd.gov)

OTHER REQUIREMENTS

Must possess a valid California Driver's License and meet the automobile insurability requirements of the District.

HOW TO APPLY

Interested individuals must submit a completed BAAQMD application along with their responses to the supplemental application questions no later than **5:00 p.m. on Thursday, February 8, 2007**. For an application packet, contact the Human Resources Office at (415) 749-4980 or visit our website at www.baaqmd.gov. Completed application packets should be returned to: Bay Area Air Quality Management District, Human Resources Office, 939 Ellis Street, Fourth Floor, San Francisco, CA 94109. Except as requested in this announcement, do not include any additional documents, such as letters of recommendation, performance evaluations, work samples, etc. They will not be considered or returned. A resume may be included but will not be accepted in lieu of an official BAAQMD application. Postmarks, faxes, and e-mails will not be accepted.

SELECTION CRITERIA

Selection may be based upon a competitive examination consisting of a combined work product exercise and interview. Depending on the number of qualified applicants, an application screening and/or panel interview may be used to determine the most qualified applicants. If a panel interview is utilized it will be weighted 100%.

The District reserves the right to utilize these procedures or any other selection procedure deemed appropriate as determined by the Human Resources Officer and the Hiring Manager, if the qualified applicant pool includes two (2) or fewer bargaining unit employees.

As highlighted in bold lettering at the beginning of this announcement, the District may hire from this recruitment process to fill future vacancies occurring within the next 18 months.

SALARY AND BENEFITS

Initial hire is normally set at the entry salary rate. The District provides an excellent, comprehensive benefits plan, including:

- ✓ 100% District paid family medical option
- ✓ 100% District paid family dental option
- ✓ 100% District paid family vision option
- ✓ 100% District paid life insurance (coverage up to 5 times annual salary)
- ✓ 100% District paid CalPERS retirement (2% at 55 formula)
- ✓ Money Purchase Pension Plan (401a)
- ✓ Deferred Compensation Plan (457)
- ✓ Transit subsidy up to \$175 per month
- ✓ Education reimbursement up to \$2500 per year
- ✓ Employee Assistance Program
- ✓ 12-30 days of annual leave per year
- ✓ 12 days of sick leave per year
- ✓ 13 paid holidays
- ✓ 36 hours of floating holiday per year
- ✓ 9-80 Compressed Work Schedule

Persons with disabilities who may require reasonable accommodations during the application and/or selection process should notify the Human Resources Office at (415) 749-4980.